

THE MUCKLESHOOT TRIBAL GAMING AGENCY IS LOOKING FOR A FULL-TIME ENFORCEMENT AGENT TO JOIN OUR TEAM. THIS IS AN HOURLY POSITION WHICH IS CURRENTLY SCHEDULED 10 HOURS PER DAY, 4 DAYS PER WEEK WITH ROTATING DAYS OFF. BELOW ARE THE REQUIREMENTS AND THE JOB DUTIES FOR THIS POSITION. IF YOU ARE INTERESTED IN APPLYING AND MEET THE REQUIREMENTS, PLEASE VISIT <http://www.muckleshoot.nsn.us/> CLICK ON THE HUMAN RESOURCES TAB AND FOLLOW THE STEPS TO COMPLETE AN ONLINE APPLICATION.

JOB TITLE: Enforcement Agent

LICENSES OR CERTIFICATIONS REQUIRED: A valid Washington State driver's license is required at the time of appointment or at a time set by the Tribe. Graduation from the Washington State Basic Law Enforcement Training Academy or equivalent is required at the time of appointment.

JOB SUMMARY: Under immediate to general supervision, performs law enforcement work in monitoring gaming operations and conducting investigations for the Tribal Gaming Commission.

MAJOR TASKS AND RESPONSIBILITIES: This list is intended only to illustrate the various types of work that may be performed. The omission of specific statements does not exclude them from the position if the work is similar, related or is a logical assignment to the position.

1. Monitors and observes all gaming operations to ensure compliance with Tribal law and the terms of the Tribal-State Compact; records and reports unusual incidents and/or occurrences.
2. Plans, organizes and conducts investigations including crime reconstruction, collection and preservation of evidence, covert and overt observations, seizure of items and testifying in court.
3. Detains persons involved in illegal acts until arrival of local law enforcement authorities; protects patrons, Tribal facilities and assets; attempts to resolve patron complaints, grievances or other incidents involving gaming or related matters.
4. Collects intelligence information regarding the activity of individuals and other activity relating to the gaming industry.
5. Interviews witnesses/complainants, interrogates suspects, conducts covert surveillance, and obtains information from informants through appropriate recruitment, development, maintenance and control of said informants and other cooperating individuals.
6. Prepares comprehensive reports that specifically document activities observed and actions taken.
7. Provides liaison with other law enforcement agencies in the exchange of information and the conduct of investigations; establishes and maintains personal knowledge and relationships with representatives of other law enforcement agencies to facilitate the exchange of information that may be beneficial to the Tribal Gaming Commission.
8. Responds personally, telephonically and in writing to the questions of members of the general public and the gaming industry concerning gaming related matters.
9. Keeps current on a variety of topics including licensed games, cheating techniques, arbitration of disputes, defensive tactics, Tribal, federal and Washington criminal law, detention, arrest and transport of criminal violators, SOP's and safety.
10. Because of the Tribe's commitment to community service and the well-being of its members, each employee may be expected to perform a wide range of office and field duties from time to time. Such duties may or may not be related to their regular responsibilities.

EDUCATION, EXPERIENCE AND TRAINING FOR POSITION (required and preferred):

Required: Associates degree from an accredited college or vocational school in police science, law enforcement, criminal justice administration, or a closely related field and two (2) years of law enforcement experience is required. *Experience as a law enforcement officer may be used to substitute for school requirements on a 4 to 1 ratio (4 years' experience for each 1 year of school).* A total of 10 years' experience as a law enforcement officer meets all education and experience required to apply.

Special Requirements: A valid Washington State driver's license is required at the time of appointment or at a time set by the Tribe. Graduation from the Washington State Basic Law Enforcement Training Academy or equivalent is required at the time of appointment. Incumbents must be able to pass a background investigation; meet the criteria for a gaming license and pass a drug and alcohol test.

SPECIFIC SKILLS/KNOWLEDGE/ABILITIES REQUIRED FOR POSITION:

Skill in: Communicating effectively in writing and verbally.

Knowledge of: Basic human behavior and interpersonal relationships; Basic law enforcement principles, procedures, techniques, and equipment; Basic legal process; Defensive tactics including use of non-lethal weapons such as chemical mace/CHP stun.

Ability to: Read and learn applicable laws, rules and regulations; Learn investigative techniques, principles and procedures; Learn the operation of gaming establishments; Learn how to recognize serious and/or emergency situations, quickly analyze the options and take appropriate action; Learn casino games and the methods used to cheat games and devices; Establish and maintain effective working relationships with diverse groups; Following verbal and written instructions; Deal with the public tactfully and effectively; Use and operate radio, handcuffs and applicable equipment; Operate a personal computer and applicable software and office equipment.

PHYSICAL REQUIREMENTS: The working conditions described here are representative of those that must be met by an employee to successfully perform the essential duties of this class/job.

While performing the duties of this job, the employee is frequently required to stand; walk; and occasionally use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is frequently required to sit, talk and hear. Portions of this job will be performed in a smoke filled environment. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. While performing the duties of this job, the employee occasionally works in outside weather conditions and is exposed to wet and/or humid conditions, or airborne particles. The noise level in the work environment is usually moderate.